



If you wish to receive a certificate of completion for your file, **you and your supervisor need to sign** this form and mail it to:

Training & Development
Division of Human Resources
P.O. Box 83720
Boise, Idaho 83720-0066

I have completed all units and activities in the Division of Human Resource's online Performance Management program.

Employee Name (Please print)

Title

Agency

Date

Agency Mailing Address

Supervisor Signature

Date

Title

We would appreciate your feedback on this online program. Comment below or email us at: training@dhr.idaho.gov.